

**ALABAMA STATE UNIVERSITY
STATUS OF UNIT OBJECTIVES**

MAJOR UNIT: Academic Affairs **SUBUNIT:** Library **DEPARTMENT:** Library Automation **TIME PERIOD:** October 2012

RESPONSIBLE PERSON: Randy Curtis **TITLE:** Microcomputer Systems Technician

MAJOR UNIT: ACADEMIC AFFAIRS						
DEPARTMENT: UNIVERSITY LIBRARY – EDUCATIONAL MEDIA CENTER						
NO.	UNIT OBJECTIVES/ ACTIVITIES	ACTIVITES	METHODS OF ASSESSMENT	CRITERIA FOR SUCCESS	RESULTS	USE OF RESULTS
1	To continue to ensure reliable, secure, innovative, and customer-oriented information technology services to University Library staff and patrons by implementing a desktop disaster recovery and backup solution with a 24 hour recovery standard.	Consultation with Mr. Cedric Davis, Associate Director of Levi Watkins Center and Mr. Courtney Williams, Digitization Technician, of what data needs to be archived on storage server.	Review of policies to ensure that all critical archival data from various departments is available via offline backup and that backup is reliable.	Successful implementation of this process will minimize data loss (servers and desktops) from software crashes and increase productivity and reliability of data restoration.	Verified that all current data is backed up. Verified that previously backup data is readily accessible. Concluded that further research is needed to examine new methods of storage and disaster recovery.	
2.	To implement and maintain offline back-up and recovery system for University Library's PRINT, ERESERVES and UNIX application server.	Researching new cost effective method(s) means of data storage and disaster recovery.				